

LINCOLN-LANCASTER COUNTY HEALTH DEPARTMENT

Board of Health
August 11, 2015

I. ROLL CALL

The meeting of the Board of Health was called to order at 5:03 PM by Heidi Stark at the Lincoln-Lancaster County Health Department. Members Present: Roma Amundson, James Michael Bowers, Alan Doster, Jacquelyn Miller, Michelle Petersen, Jane Raybould, Craig Strong, Brittany Behrens (ex-officio), Molly Burton (ex-officio), Tim Sieh (ex-officio) and Heidi Stark.

Staff Present: Judy Halstead, Steve Frederick, Steve Beal, Gwendy Meginnis, Scott Holmes, Nancy Clark, Ralph Martin, Chris Schroeder, Charlotte Burke, Gwendy Meginnis, Kathy Cook, Jesse Davy and Elaine Severe.

Ms. Halstead announced Karla Lester resigned from the Board of Health as her new clinic hours conflict with Board of Health meeting times. The Mayor's Office is in the process of recruiting for a replacement for Dr. Lester.

Ms. Behrens announced she accepted a new position with First National Bank of Omaha and will leave the County Attorney's Office by the end of August. The County Attorney's Office will assign a Deputy County Attorney to the Board of Health. Ms. Behrens stated she learned a great deal working with the Department and thanked the Board of Health and staff for their support. The Board wished her well in her new position.

II. APPROVAL OF AGENDA

Dr. Stark asked if there were any additions or corrections to the Agenda.

Motion: Moved by Dr. Doster that the Agenda be approved as printed. Second by Dr. Miller. Motion carried by acclamation.

APPROVAL OF MINUTES

Dr. Stark asked if there were any additions or corrections to the Minutes.

Motion: Moved by Dr. Miller that the June 9, 2015 Minutes be approved as printed. Second by Dr. Petersen. Motion carried by acclamation.

III. PUBLIC SESSION

DEPARTMENT REPORTS

A. Health Director Update

Ms. Halstead stated staff continue to work on the Department's efforts to apply for accreditation to the Public Health Accreditation Board. Updates will be provided

later in the meeting.

She stated staff will meet with the Federal Emergency Management Association (FEMA) to present documentation to seek reimbursement for expenses the Department incurred during the flooding events of earlier this spring.

Ms. Halstead stated staff are looking at how we handle bat calls to Animal Control. She stated we have several properties in the City that experience numerous calls to Animal Control because of bats. If staff have been called to a location more than 3 times in the past year or we have picked up more than 5 bats, staff are considering it an infestation and may ask the property owner to secure the services of an exterminator to rid the property of the bats.

Ms. Halstead stated the County will hold their annual Legislative Retreat on August 27th review proposed legislation for the coming year. The Friends of Public Health will be meeting with Dr. Ali Khan and others from the UNMC College of Public Health to discuss proposals for the upcoming legislative session.

City employees recently completed the health assessment with 47-48% of employees participating. This represents over 900 employees. A City/County Wellness Update will be provided at the September meeting.

Ms. Halstead stated People's Health Center opened an Urgent Care Clinic on July 2, 2015 at their 22nd and "O" Streets location.

IV. CURRENT BUSINESS (Action items)\

A. Proposed Revisions to Policy 202.42 – Methamphetamine Clandestine Laboratory Cleanup

Ms. Clark and Mr. Martin reviewed the proposed revisions to the policy. Mr. Martin stated the revisions were needed to reflect the current State statutes. The revisions also clarify that the Department is allowed to recover costs directly associated with the monitoring of the cleanup activities. The Department assesses the owner of a meth-contaminated property a \$300.00 preliminary payment and \$100.00 per hour for additional time needed. A typical cleanup will take approximately 3 hours of staff review time.

Motion: Moved by Ms. Amundson that the Board of Health approve the revisions to Policy 202.42 – Methamphetamine Clandestine Laboratory Cleanup. Second by Ms. Raybould. Motion carried by an 8-0 roll call vote.

B. Proposed Policy 205.18 – Indoor Air Health Nuisances – Investigation and Enforcement

Mr. Schroeder stated the policy will address the steps necessary to investigate indoor air quality nuisance complaints and to consistently apply the authority granted to the Health Director. The policy will provide consistent application of regulations by

providing staff with clear processes to follow during complaint response and investigation.

Mr. Bowers asked what procedures staff use when they have to red-tag a property and relocate the residents living at the location. Staff responded we work with various community agencies for temporary shelter but most already have contingency plans in place.

Motion: Moved Dr. Petersen that the Board of Health approve Policy 205.18 – Indoor Air Health Nuisances Investigation and Enforcement. Second by Dr. Miller. Motion carried by an 8-0 roll call vote.

C. Proposed Policy 205.19 – Health and Safety Hazards – Investigation and Enforcement

Mr. Schroeder stated the policy will address the steps necessary for staff to investigate complaints of air quality related health and safety hazards and to consistently apply the authority granted to the Health Director. The policy would better define the circumstances under which staff should find that air contamination from businesses that presents a health and safety hazard.

Motion: Moved by Mr. Strong that the Board of Health approve Policy 205.19 – Health and Safety Hazards – Investigation and Enforcement. Second by Ms. Raybould. Motion carried by an 8-0 roll call vote.

D. Proposed Deletion of Policy 300.55 – Tranquilizing and Chemical Immobilization and Proposed Revisions to Policy 300.66 – Euthanizing Wildlife

Mr. Beal stated reviewed the proposed revisions to the policies relating to euthanizing wildlife and tranquilizing animals. Staff are recommending the deletion of Policy 300.55 because staff have not used tranquilizing or chemical immobilization procedures for the past five years. He stated the procedures for euthanizing wildlife have changed and staff use only one drug, Fatal Plus, for euthanizing wildlife. The policy covers the procedure for how Fatal Plus will be used, stored, reported and tracked in written logs as required by the Drug Enforcement Administration. He stated the policy also defines the bat euthanasia procedure. The policy revisions were reviewed and approved by the Animal Control Advisory Committee.

Motion: Moved by Ms. Raybould that the Board of Health approve the deletion of Policy 300.55 – Tranquilizing and Chemical Immobilization and approve the revisions to Policy 300.66 – Euthanizing Wildlife. Second by Ms. Amundson. Motion carried by an 8-0 roll call vote.

V. CURRENT BUSINESS (Information Items)

A. Animal Control PSAS

Mr. Beal previewed six new Public Service Announcements that are available on the Department's website. They include: Dog on the Run, Spay and Neuter Your

Pets, Pets and Heat, Tag It, Leash Your Pet, and Barking Dog. 10 Health TV assisted with the production of the announcements.

B. Quality Improvement Plan

Mr. Burke stated one of the Strategic Directions in the Department's Strategic Plan is to focus on quality and efficiency. She introduced Mr. Davy, the Department's Quality Improvement Coordinator. He stated the Plan was presented to the Management Team and staff and has been formally adopted by the Department and Accreditation Coordinator. He reviewed the Quality Improvement Organizational Chart, how projects are identified for quality improvement and how the Plan aligns with other Department plans, i.e. Workforce Development, Communication, Performance Management, and Community Health Improvement Plan. He noted all play a key role in the Department's accreditation process and will be reviewed annually. He stated two quality improvement projects are underway: Accessibility to Department Policies and Procedures and Department Wide Employee Orientation.

C. Strategic Plan

Ms. Burke & Mr. Frederick stated the Department's Strategic Plan was presented to the Management Team and to all Health Department staff. Mr. Frederick reviewed the Guiding Principles including: Community Focus, Prevention and Accountability and the Strategic Directions including: Improving Public Health Outcomes, Promoting the Value of Public Health, Enhancing Collaboration and Partnerships, Developing Staff and Fostering Relationships, and Focusing on Quality and Efficiency. He stated the Plan will be reviewed annually.

Ms. Halstead stated the Department will also establish a Performance Management System to track our progress on performance measures and indicators. She stated the Employee's Position Descriptions hold employees accountable to the Department's indicators. The Department is a part of the City's overall system on how we prepare our budgets, hold employees accountable, etc. Mr. Strong asked whether this directly links to the budget. Ms. Halstead replied yes there is a direct link. Ms. Raybould applauded the Department for their efforts, stating it is quite an endeavor.

Mr. Strong stated he was very impressed with what the Department has accomplished with the CHIP Process, MAPP Process, Quality Improvement, and plans to pursue accreditation. He stated he had attended several of the meetings soliciting public input.

VII. FUTURE BUSINESS

VIII. ANNOUNCEMENTS

MAPP Meeting – August 27, 2015

Next Meeting – September 8, 2015 – 5:00 PM

IX. ADJOURNMENT

The meeting was adjourned at 6:34 PM.

Elaine Severe
Recording Secretary

Jacquelyn Miller
Vice-President